

**IDAHO BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Conference Call Minutes of 12/19/2016**

**BOARD MEMBERS PRESENT:** Joshua R Thompson - Chair  
Cathy Hart  
Nancy M Kerr  
Zendi F Meharry

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Maurie Ellsworth, General Counsel  
Mitchell Toryanski, Legal Counsel  
Jennifer Keyes, Technical Records Specialist

The meeting was called to order at 1:00 PM MST by Joshua R Thompson.

**APPROVAL OF MINUTES**

Ms. Meharry made a motion to approve the minutes of November 3, 2016. It was seconded by Ms. Hart. Motion carried.

**OLD BUSINESS**

To Do List – The Board reviewed the to-do list and no action was taken.

**REVIEW OF MONTHLY TIME LOG FORM**

Ms. Hart made a motion to approve the new verbiage and to keep the language that was struck out regarding the 32 hour requirement. It was seconded by Ms. Meharry. Motion carried.

**NEW BUSINESS**

## **TEMPORARY PERMIT APPROVAL PROCESS**

The Board discussed the process regarding temporary permit approval by the Board and the application process. The Board agreed that a Permit can be issued by the Chair and the application for licensure held for review by the Board at their next meeting. The law regarding temporary permits was discussed and the possibility of the law being re-written to be more clear. The Board requested that the discussion be continued at the next face to face meeting.

## **NAB DUES**

Ms. Meharry made a motion to approve the \$1500 payment for the annual NAB dues. It was seconded by Ms. Kerr. Motion carried.

## **EXECUTIVE SESSION**

Ms. Meharry made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Ms. Kerr. The vote was: Mr. Thompson, aye; Ms. Hart, aye; Ms. Meharry, aye; Mr. Williams, aye; and Ms. Kerr, aye. Motion carried.

Ms. Hart made a motion to come out of executive session. It was seconded by Ms. Kerr. The vote was: Mr. Thompson, aye; Ms. Hart, aye; Ms. Meharry, aye; Mr. Williams, aye; and Ms. Kerr, aye. Motion carried.

## **APPLICATIONS**

Ms. Meharry made a motion to approve the Quarterly Reports for Debbie Van Meter, Erica Huls, Jacob Erickson and Robert Ryan Beckman. It was seconded by Mr. Williams. Motion carried.

Ms. Meharry made a motion to approve the AIT applications for Emilee Kulin and Clark Bitton. It was seconded by Ms. Kerr. Motion carried.

Ms. Meharry made a motion to approve Darren Glazier, Thomas Freeman and Spener Burton for licensure by endorsement. It was seconded by Ms. Hart. Motion carried.

Ms. Meharry made a motion to approve the Temporary Permit for Christopher Loga. It was seconded by Ms. Kerr. Motion carried.

Ms. Meharry made a motion to approve 901149077 for licensure pending the receipt of additional documents. It was seconded by Ms. Kerr. Motion carried.

Ms. Meharry made a motion to table 901149028 pending the receipt of additional information. It was seconded by Ms. Kerr. Motion carried.

## **ADJOURNMENT**

Ms. Meharry made a motion to adjourn the meeting at 2:00 PM. It was seconded by Ms. Kerr. Motion carried.

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Joshua R Thompson, Chair

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Cathy Hart

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Nancy M Kerr

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Zendy F Meharry

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John Williams

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Tana Cory, Bureau Chief